

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman Councillor Eileen Macey, Clerk/R.F.O. John Dilworth
Vice-Chairman Councillor Russell Deacon.

Minutes,
Full Council Meeting,
Friday, 17th March, 2017,
Van Community Centre.

Present:	Councillors	Russell Deacon, Fay Gay, Pam Nelder, Sheila Newbery.
In attendance	Clerk/RFO	John Dilworth.

In the absence of the Chairman, Councillor Eileen Macey, the Vice-chairman, Councillor Russell Deacon, progressed to the Chair, for this meeting only.

Public, any issues, and limited to ten minutes.

Clerk's advice, Arnold Baker, 9th Edition on Access to Council Meetings states:

"Many local councils set aside a period when the public can ask questions or even statements. This is an excellent practice as long as the period is defined, and is understood that the public must not take part at any other time."

It is not a public meeting but a council meeting and legally constituted to published business.

No member of the public were present.

106/17 **Apologies for absence.**

There were apologies received from the following council members; Councillors Eileen Macey (hospital) and Barbara Jones.

107/17 **Declarations of interests.** To receive disclosures of personal interests from Members in accordance with the Code of Conduct (**Note: Members are requested to give written notice of the item number and subject matters that their interest relates to and signify the nature of the personal interest**).

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

No declarations were made on any item on the agenda.

108/17. **Police matters.**

The Clerk reported the apologies of CSO 210 Claire Eyles and distributed copies of her two reports.

“Van Council Police Update – 17/02/2017 (meeting cancelled)”

24 CRIMES logged between 31/01/2017 – 23/02/2017 for the St James Ward

5 Criminal Damage / Arson	4 Dwelling Burglaries
4 Violence with injury	3 Violence w/o injury
3 Public Order Offences	2 Vehicle Offences
1 Non-dwelling burglary	1 Theft (other)
1 Weapons offences	

For the same period last year - 24

10 ASB INCIDENTS recorded between 31/01/2017 and 23/02/2017 for the St James Ward

For the same period last year – 7

Incidents of note / other

I met with Ms. Dargie at St James Primary on 09/02.

She's consented for myself and Amanda Powderhill to attend assembly and speak to the children about the dangers of climbing on scaffolding / garages etc. We're looking to arrange a date in the next couple of weeks.

We're looking to set the Intergenerational Club up again. This will hopefully run once every 6 weeks, and will fit in with the 'expressive arts' part of the children's curriculum.

On 23rd Feb myself and Bethan Moss from GAVO took 9 children from Lansbury Park to the Taff Valley Activity Centre. The children took part in a very muddy assault course where they learnt to work as a team. They also received a talk on the consequences of anti-social behaviour.

We've had an increase in calls about children climbing on the scaffolding. Myself and Denzil will be conducting extra patrols. Eon and the housing office are also aware.

I have been keeping an eye on the parking situation on Brynau Road over the past few weeks. Whilst there are a lot of vehicles parked in the location, none have been found to be parking illegally. I will continue to monitor.

Further reports of fly tipping have been received for the Mornington Meadows area. Details and photos have been passed to Denzil for the attention of the street cleansing team.

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

I've recently received material to do a crime prevention talk around doorstep crime. This is predominantly aimed at elderly or vulnerable groups.
If you know of any groups who would like to receive this presentation, please let me know. I am due to speak with the Bingo group on 27/02, and the Colour Therapy Group on 28/02. Both at the Van Community Centre.

Van Council Police Update – 17/03/2017

49 CRIMES logged between 20/01/2017 – 15/03/2017 for the St James Ward

15 Criminal Damage / Arson	7 Violence without injury
6 Dwelling Burglaries	6 Violence with injury
5 All other theft	4 Vehicle Crime
3 Public Order Offences	1 Non-Dwelling Burglary
1 Sexual Offence	1 Miscellaneous crime against society

For the same period last year - 56

19 ASB INCIDENTS recorded between 20/01/2017 and 15/03/2017 for the St James Ward

For the same period last year – 23

Incidents of note / other

Myself and a representative from EON will be attending St James School at 13.30pm on Fri 17th March for a talk on the dangers of climbing on scaffolding.
We continue to receive reports of children acting in this manner. Officers, CSOs and CSWs are conducting patrols.
We've also had reports that the children are using the scaffolding to climb on the roofs of properties.

I'm currently in talks with a resident's group in Mornington Meadows with regards giving a talk to local children about personal safety and anti-social behaviour. We're looking to arrange a venue and date.

We're aware of the works taking place to remove the footbridge in Lansbury Park. We are liaising with the company responsible, and will include the worksite on our patrols.

Garages and vehicles have recently been broken in to in the Mornington Meadows and Badgers Wood areas over the past few days. Gwent Now and Social Media messages have been issued to make the public aware.

We're looking to hold the next Intergenerational Club on Friday 31st March at St James School.

Following further calls about parking on Brynau Road, leaflets were issued to vehicles last week explaining that the road is included in an 'Access Only' area and should not be used

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

as a parking spot for those looking to walk into Caerphilly town.
No vehicles were illegally parked.

Crime Prevention and Doorstep Crime talks were held at groups in Lansbury Park at the end of Feb. If you know of any groups who would benefit from this talk, please contact CSO Eyles on claire.eyles@gwent.pnn.police.uk."

The Interim/Acting Chairman asked members if they had any issues to take up with the Police and he raised in the Deep Place Plan Lansbury Report that it doesn't mention a Police Station for Lansbury and the Clerk to refer to the Police for their comments.

109/17. **To approve the minutes of the Extraordinary Council Meeting, 3rd March, 2017, (appendix 1.)**

The minutes were approved as a correct record of the proceedings and signed by the Chairman, Councillor Russell Deacon.

110/17. **Matters arising.**

Minute 104/17 Minor Authority vacancy, St Helens RC School, Miss Tammy Nelder, Governing Body. The Clerk reported in the schedule of correspondence circulated, from the Clerk to the School GB to him and Miss Nelder that she has been accepted on the GB.

111/17. **Correspondence.**

The Clerk circulated a schedule of correspondence received since the last meeting.

i	Email, 17th February, Western Power Distribution, Estates Specialist, they cannot grant permission to erect notice-board on the sub-station building, Brynau Road. Noted and Clerk to make inquiries with Morrison Supermarket.
ii	Email, 17th February, 2017, Penarth Town Clerk, invitation to attend Focus Group, March 3rd, 2017. Noted.
iii	Email, 23rd February, 2017, OVW, changing the name of the National Assembly, consultation closes on the 3rd March, 2017. Noted.
iv	Email, 25th February, 2017, Claire Eyles, Community Support Officer 210, Bedwas Neighbourhood Policing Team. Report for February's meeting, unfortunately cancelled and the Clerk will provide copies at Council meeting of the 17th March, 2017. Noted.
v	Email, 26th February, 2017, Councillor Russell Deacon, new email address.
vi	Email, 27th February, 2017, Mr Hefin David, AM for Caerphilly, advising that a letter has been prepared (CSSIW registration) and Council will be advised when a reply has been received from the Minister. Noted.

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

vii	Email, 27th February, 2017, Democracy, Diversity & Remuneration, Local Government Democracy Division, Welsh Government. For Clerk and Chair of the Council, Independent Remuneration Panel for Wales' Annual Report for 2017/18 which has now been published. Section 13 relates to Community and Town Councils. Noted.
viii	Covering Letter - http://gov.wales/docs/dsjlg/publications/localgov/170223-annual-report-covering-letter-en.pdf Annual Report - http://gov.wales/docs/dsjlg/publications/localgov/170223-annual-report-en.pdf Noted.
ix	Letter, 28th February, 2017, Boundary Commission Wales, 2018 review of Parliamentary Constituencies in Wales. Written response published : www.bcw2018.org.uk Noted.
x	Letter, 28th February, 2017, Interim Chief Executive, CCBC, agenda and papers, Caerphilly Town Centre Management Group, Meeting, 7th March. Noted.
xi	Emails, 1st and 2nd March, 2017, raised flower beds at Van Centre, Martin Kelly, Environmental Participation Officer, Caerphilly Basin, and Groundwork Wales & Communities First. Order for timber made and progressing with project. Communities First funding, £300.00.
xii	Email, 3rd March, 2017, Corporate Complaints Officer, CCBC, attaching further copy of letter dated, 31st January, 2017, Regeneration and Environment Scrutiny Committee Task and Finish Group to Carry out a Countywide Review of the Operation and Management of Highway Owned Council Car Parks. The Clerk notified relevant officers that there are no Council owned car parks in the Van Community Council area and therefore no representation will be made.
xiii	Email, 3rd March, 2017, Mr Hefin David, AM for Caerphilly, attaching copy of Ministers reply, appendix A, Clerk's Report.
xiv	Email, 7th March, 2017, Holiday Scheme Co-ordinator, GAVO, if Council planning a Summer Play-scheme this year and if so does Council require help. Noted.
xv	Email and letter attachment, 14th March, 2017, Clerk to Governors, St Helens RC Primary School Governing Body, Miss Tammy Nelder's nomination has been approved by the Governing Body. Noted.
xvi	Emails, number on the River Clean-up, Tuesday, 18th April, 2017, between 10.00am to 3.00pm. The latest, 15th March, 2017, copied to Council indicates

**Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda.
Council may discuss but may not make a decision (referring to Any Other Business).**

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

	that the Mornington Meadows Community Group will be attending.
xvii	Email, 9th March, 2017, Lisa Gibbs, Community Support Officer 13, Bedwas Neighbourhood Policing Team. Clerk not invited to Police and Councillors Partnership meeting, 28th February, 2017.
xviii	Letter, 7th March, 2017, Interim Head of Legal Services and Monitoring Officer, CCBC, replying to two letters of the 15th February and 3rd March, regarding query on Section 91 LGA powers to appoint if Council not quorate (minimum of three members). Review the situation following the elections on the 4th May.
xix	Letter, 8th March, 2017, Interim Chief Executive, CCBC, agenda and papers, Community Council Liaison Sub-committee, 15th March, 2017.
xx	Email, 8th March, 2017, Pensions Regulator, staging date, 1st May, 2017. Clerk, to inform Pensions Regulator, online, nothing changed regarding pensionable employees
xxi	Email, 9th March, 2017, Assistant Engineer, CCBC, consultation on prohibition of waiting and in particular the Clerk draws members attention to 9 and 12, Brynau Road and Lansbury Park. The Clerk provided a copy of the documents for member's perusal and the proposals were noted.
xxii	Email, 13th March, 2017, SLCC Regional Wales Adviser, on what the Clerk's role over the Community Election forms for members. Agenda item.
xxiii	<p>Email, 13th March, 2017, Councillor Russell Deacon, Vice-Chairman, raised consultation on the Deep Place Plan for Lansbury Park and link:</p> <p>Clerk inquired with Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council, who replied, dated the 14th March, she would make inquiries and later, Clerk requested copy of the Report and list of consultees. Clerk provided with a hard copy of the DPP Lansbury Report at the Community Council Liaison Committee meeting on the 15th March but no list of consultees. Clerk, scanned the document and provided electronic copy to Councillors Russell Deacon and will table hard copy at Council meeting.</p> <p>The Report refers to the Deep Place Plan approach (see Tredegar study, 2014) by academics of Cardiff University and CCBC commissioned the Report which featured in the press release.</p> <p>A discussion ensued on the DPP Lansbury Report that Council was not consulted and wishes to put forward objections (Councillor Russell Deacon submitted a draft letter). The Clerk pointed out that in April 2014 a similar study was undertaken by CREW Regeneration Wales and Professor Dave Anderson</p>

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

	<p>and also Dr Mark Lang. It involved Tredegar Town Council but in this instance Van Community Council was not involved.</p> <p>The following letter was sent to the Interim Chief Executive, i.e. as reproduced:</p> <p><i>“Clearly, the report has some significance in identifying the issues affecting Lansbury Park as ranked as the ‘most deprived’ area in Wales, by the Welsh Assembly. We, would remind you, however, that Van Community Council is the democratic forum that covers Lansbury Park. We, are aware that Tredegar Town Council was consulted over a similar report in 2014, which begs the question, why was Van Community Council ignored in the preparation of this report? We, are not sure if this omission, to consult with Van Community Council, was due to poor research or administrative incompetence or a deliberate move to exclude Van Community Council from the process and draws a shadow over the report. In fact, having reviewed the report, copy provided by Miss Helen Morgan, Senior Committee Services Officer, we are not sure who was consulted over its preparation since the appendix makes no reference to consultees and a list of consultees has yet to be received upon our request.</i></p> <p><i>The report appears to be, deskbound research without proper fieldwork and the investigative empirical approach required to tackle the problems of social deprivation in Lansbury Park. Although the recommendations seem interesting we, are concerned that they have been drawn up without the necessary consultation and discussion required to implement the five steps. In particular our concerns are that it recommends the same previous top down approach to dealing with social deprivation in Lansbury Park which has taken root and its eradication requires “grass root” consultation, which I am sure you will agree with.</i></p> <p><i>In conclusion, we, wish your authority, in all due respect, to implement a further report engaging with Van Community Council and other community bodies to give ownership to the policies and steps required to effectively improve the socio-economic environment of Lansbury Park.”.</i></p>
xxiv	Email, 15th March, 2017, Electoral Services Manager, CCBC, notices for election. Clerk printed both English/Welsh copies for notice-boards and displayed on Tuesday, 21st March, 2017. Noted.
xxv	Email, 15th March, 2017, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council. Power point presentation, attached, made by Mr Paul O’Neil, Senior Youth Services Manager, CCBC. Noted.
xxvi	Email, 16th March, 2017, Claire Eyles, Community Support Officer 210, Bedwas Neighbourhood Policing Team. Report for tonight’s meeting and apologies.

Clerk’s advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

	Noted and recorded in the minutes.
xxvii	Email, 16th March, 2017, Mrs Maria Hall, resignation from the Van community council. Once received by the Chairman, binding and cannot be withdrawn. The Clerk reported the vacancy is declared but an election cannot be called since within six months of the Local Government Election. The Clerk to advise Mr David Beecham, Electoral Services Manager. (Council has four vacancies and unlikely to fill them, so await the LG Elections). Members noted the resignation, binding, and the support Mrs Hall gave to the Council and served as its Chairman.
xxviii	Email, Community Champion, ASDA Supermarket, Pontygwindy Road, Caerphilly, replying to two letters and email. Application must proceed on a procedure set by ASDA and Clerk made arrangements to visit store on Sunday, 19th March.

112/17. **Planning.**

No planning applications received since the last meeting.

113/17. **Reports and local matters.**

No reports were received.

114/17. **Clerk's Report (appendix 2), to follow.**

The Clerk circulated copies of his report.

A.	Year ending accounts, 2015/16, reply from WAO.	Report reply by email of the 26 th January, 2017, from Mr Deryck Evans, Technical Manager – Local Government, Pension Funds and Community Councils, Wales Audit Office, i.e. as reproduced: <i>“The Wales Audit Office will shortly issue an invoice for the 2015-16 audit completed by BDO. The arrangements need to be this way due to VAT regulations. The statutory audit is no longer subject to VAT as it is undertaken on behalf of the Auditor General. However, there were technical difficulties with the firms raising invoices and so it was decided that WAO would issue them. Payments should be made as indicated on the invoice.”</i> Members noted, the invoice has now been received and is listed for payment.
B.	Vandalism to the Council Notice-board at Coed Pwll.	Previous report, silver cross was sprayed the full diagonal distance of the plastic screen and has been reported to the Police. The Incident number; 14527916. Motsenbocker Lift Off - Spray Paint Graffiti Remover was applied and the

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

		<p>graffiti has been removed, Monday, 30th January, 2017, by the Clerk. Clerk cobbled together some PPE and is delighted to report successful removal of the graffiti.</p> <p>Pen y Cae noticeboard, Clerk, to remove advertising stickers, rear of noticeboard, and respray black, when weather improves.</p> <p>Members noted, the Clerk had taken appropriate action to remove the graffiti from the noticeboard and thanks him for his services beyond his role as Clerk.</p>
C.	Former Van Terrace Play area land. Clerk requested Caerphilly County Borough Council to transfer the unregistered land with Land Registry – Wales to Van Community Council.	<p>Report, Clerk forwarded details to Land Registry –Wales’s regarding registration of land not registered to CCBC. Response, referred to the following:</p> <p>https://www.gov.uk/government/publications/first-registrations</p> <p>Clerk to progress.</p>
D.	Grant applications.	<p>Number pending.</p> <p>Members noted.</p>
E.	Communal clear up United Housing area and Porset Brook bank, rear of Dol yr Eos.	<p>Clerk reports on the walkabout, Tuesday, 31st January, 2017, with Mr Mark Snelgrove, United Welsh, Councillor Sheila Newbury, and the Clerk.</p> <p>Measurers have been taken to reduce tree infiltration at the rear of 74, Dol yr Eos following complaints. Tree, partly diseased, at Pen y Cae, has been cut down. On the face of it, improvements about the rear of Dol yr Eos and Dol Fran tell another story. Regretfully Mr. Mark Snelgrove, Neighbourhood Officer, United Welsh, his contract come to an end and will be taking up another post in the organization.</p> <p>Member’s noted.</p>
F.	Soup and Carols, Friday 24 th November 2017,	Report, repeat successful event on Friday, 24 th November, 2017, 6.00pm, at the Van Community Centre and approved
G.	Easter event, Friday, 7 th April, 2017, 6.00pm at the Van Community Centre.	<p>Report, “Little Stars,” “Get together choir”, and Kirsty Adams (singer) will be performing.</p> <p>Easter Eggs, Clerk made two telephone inquiries with ASDA Supermarket, Pontygwindy Road, to contact the Community Champion, written twice and</p>

Clerk’s advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

		<p>email, still no reply. Clerk will visit ASDA Caerphilly and inquire with Customer s Services. Otherwise, Council will have to pay for the seventy Easter Eggs and tins of Hot Dogs.</p> <p>Clerk reported, ASDA has donated twenty Easter Eggs and six tins of hot dog sausages. The Clerk to purchase further Easter Eggs and hot Dogs together with other sundries, as approved.</p>
H.	Notice-board at Brynau Rd.	<p>Report, further delay with Western Power, however, building at Brynau Road, is not leased by them and they cannot grant permission.</p> <p>Clerk to now inquire with Morrison's Supermarket as to the ownership of the building.</p>
I.	Raised flower beds, Van Community Centre.	<p>Three allotment holders are interested in helping to restore the flower beds.</p> <p>A meeting is scheduled for Wednesday, 22nd February, 2017, 11.00am at the Van Community Centre, with the Allotment holders and Mr Tony Quince, Project Officer, Groundwork Wales. Further met with Mr Martin Kelly, Groundwork, and Mr Damian Owen, Cluster Manager, Communities First. Communities First agreed to support the project and provide a budget of £300.00.</p> <p>Assemble replacement raised flower beds, Monday 20th, March, and the Clerk volunteered to assist Mr Kelly. Further, first stage assembly completed and to progress to final assembly of the four raised flower beds.</p>
J.	http://swarb.co.uk/van-community-council-v-revenue-customs-fttx-20-dec-2013/	<p>First Tier Tribunal Report and decision, heard in public, 10th December, 2013, is available on the internet.</p> <p>Member's noted.</p>
K.	Staffing, Van New Sports and Ply Club, 2017.	<p>Confirmation, one senior and two assistants on same pay scales as 2016 for 2017.</p> <p>Contact Miss Jade Bishop, if interested and members' confirmed the staffing levels.</p>
L.	Council precept notification, 2017-18.	<p>Report, letter notifying of the precept decision has been received.</p> <p>Members noted that CCBC has been informed and they have confirmed.</p>
M.	White Paper. Reforming Local Government: Resilient and Renewed. 31 st January, 2017.	<p>https://webmail.plus.net/? task=mail& action=get& mbox=INBOX& uid=208& part=2& frame=1</p> <p>Members noted.</p>

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:

27th April, 2017



VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

N.	Caerphilly Town Centre Management Group, Tuesday, 7 th March, 2017.	<p>In the absence of the Chairman and Vice-Chairman the meeting was chaired by Councillor Barbara Jones (Deputy Leader).</p> <p>Air quality was raised and the authority's Action Plan needs reviewing and this year they will concentrate on emissions from buses.</p> <p>It was reported that stationary idling is an offence, (section 42 of the Road Traffic Act 1988). Pointed out, has emissions from buses increased since deregulation and engine strip down after, 100,000 miles (National Welsh Bus would call in buses after 100,000 miles for full engine strip down, injector, fuel pumps, gearbox etc), calibration of fuel pumps and injectors.</p> <p>Week in Week Out, programme, "The invisible killer on our streets."</p> <p>CADW Events Programme was reported, however, the point was made that the Van or Yr Fan contributed to the historic development of the area. The Clerk was asked by the Chairman to contact CADW and in pursuant of this members attention is drawn to the following extract from: The Pontypridd Chronical and Workmen's News, 10th July, 1896, THE VAN CASTLE CAERPHILLY, Historical Sketch, by H. Lloyd, "Castellydd.":</p> <p><i>"... The affix "fan" is a derivation of "Van", high, lofty conspicuous; that is evidently the meaning of Van. .There is a tradition in the district that a man and a woman were in search of a place to build a house, and they came to this neighbourhood, and that the woman named Neat said, "Dyma'r fan I ni adeillalu; gwnawn ein trigfa yma" (this is the place for us to build a house, let us make our dwelling place here). The place, together with circumstances connected with the place claims the attention of the bard, the antiquarian, and the learned historian. The first has had a fair representation within its precincts, and antiquity has clothed the place with facts that remain like mighty pillars that have withstood the storms of many ages, and survived generations. The numerous and various connections that belong to the Van sheds a lasting fame on the family that dwelt in centuries gone by. Their praise is conveyed on the wings of history for centuries that set a crown of greatness on their descendants.</i></p> <p><i>When gazing within and without, the following descriptive line came to our minds:</i></p> <p><i>Illuminating the vaulted roof, ...when gazing within and without, the following descriptive line come to our minds:</i></p> <p><i>A thousand torches flamed aloof; From many cups with golden gleam, Sparkled the red metheglin stream..."</i></p> <p>It has been claimed that the Lewis's (1580) "robbed" the stone from Caerphilly Castle to enhance their manor house at Van. Permission was given to Thomas Lewis, in 1580, who leased Caerphilly Castle from the Earl</p>
----	--	--

**Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda.
Council may discuss but may not make a decision (referring to Any Other Business).**

Signed:



27th April, 2017

VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

		<p>of Pembroke, to use stone from the Castle and part of which decorated the windows and porticoes of it and incorporated in Van Mansion.</p> <p>Clearly, there is historical substance that Cadw should take note, ie.</p> <p><i>“The numerous and various connections that belong to the Van sheds as lasting fame on the family that dwelt in centuries gone by. Their praise is conveyed on the wings of history for centuries that set a crown of greatness on their descendants.”</i></p> <p>Recommendation:</p> <p>The Clerk write to Cadw with the above information for inclusion in the “Year of legends.”</p> <p>It was resolved, to progress the Clerk’s recommendation.</p>
O.	Response from the Minister, Miss Rebecca Evans, AM, CSSIW registration procedure (appendix A).	<p>Letter, full consultation, Van Community Council was not consulted, list of consultees would show this.</p> <p>Measures taken to ensure the stability of the person in charge. Council has operated play-schemes for a decade with no problems and the person in charge is required to have a DBS check, interview and references. The Clerk ensures that the scheme fully operates in accordance to safety and care provision.</p> <p>Councillor Russell Deacon to refer to the AM.</p>

115/17. **Finance.**

i. **To consider payment of creditors (appendix 3).**

The list of credits was considered and the bills and invoices outlined be paid and cheques signed accordingly (A-F)

A.	100257	(Councillor) Mrs. Sheila Newbury, remuneration, 2016/17.	50.00
B.	100258	Van Community Centre, room hire fees.	81.00
C.	100259	John Dilworth, Clerk, second half of the Office Accommodation Allowance, as per the budget, 2016/17 at £600.00 (use of the Clerk’s home as the office of the Council).	300.00
D.	100260	John Dilworth, Clerk’s net salary (less deductions), 2016/17, month 12 Progression to a new banding and SCP 24 with two months back pay.	626.80
E.	100261	John Dilworth, expenses.	
		Postage	9.42
		Photocopying	14.80

Clerk’s advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:

27th April, 2017



VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

		Ink jet cartridges	67.98
		Stationary	8.77
		Post Office Phone Card	10.00
		Mileage (see breakdown)	123.03
			Total claimed.
			234.00
Journeys/breakdown:			
1.	8 th February, 2017	Travelled to Ty Penallta, TCCLC (35 miles).	15.75
2.	10 th February, 2017	Travelled to Trustmark, Talbot Green, copying (2.5 miles).	1.11
3.	11 th February, 2017	Travelled to Van and return, delivered agenda and papers (26 + 7 miles).	14.85
4.	19 th February, 2017	Travelled to Van and return, Cllr S Newbery's signature/cheques.	11.70
5.	20 th February, 2017	Travelled to Van and return, Cllr M Hall signature/cheques.	11.70
6.	22 nd February, 2017	Travelled to Van and return, site meeting, raised flower beds, at Van Community Centre.	11.70
7.	24 th February, 2017	Travelled to Van and return, site meeting to measure for timber cutting list, raised flower beds, at Van Community Centre.	11.70
8.	25 th February, 2017	Travelled to Trustmark, Talbot Green, copying.	1.11
9.	27 th February, 2017	Travelled to Van and return, delivered agenda and papers 26 + 7 miles.	14.85
10.	3 rd March, 2017	Travelled to Trustmark, Talbot Green, copying.	1.11
11.	3 rd , March, 2017	Travelled to Van and return, council meeting (26 miles).	11.70
12.	7 th March, 2017	Travelled to Ty Penallta, TCCLC (35 miles).	15.75
F.	100262	Caerphilly C. B. C., web hosting and maintenance, 2016/17.	600.00

ii. **Accounts, 2016/17 (appendix 4a, 4b, and 4c), review budget hearings on the Management Report.**

Projected carry forward figure for 1st April, 2017 is £29,514, however the actual figure taking into account present creditors is £27,906. Showing that Council has managed its budget over the financial year.

Over spend has occurred on a couple of budget headings but accommodated but noted for the new financial year. The Clerk reported signatories to the Councils two accounts following the resignation of Mrs. Maria Hall and the hospitalization of Councillor Eileen Macey which will present difficulties to the Council in discharging its liabilities:

It was resolved the signatories are: Councillors Sheila Newbury (recorded signatory),

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:

27th April, 2017



VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

Russell Deacon, Pam Nelder, and the Clerk (recorded signatory).

iii. **Grant applications:** None received.

116/17. **Councillor Russell Deacon:** "Reduction in quorum numbers.

To discuss the reduction in quorum numbers on an ad hoc basis (no more than two times per annum) from 4 to 3 members. To allow council business to progress monthly and avoid the situation we had in 2016 with a number of meetings not being held and the council failing to process on key items because we were non quorate. As a safeguard -it is suggested that these meetings of 3 members would not be able to action those items on prescribed list of items for which a full meeting would be required (e.g. setting the precept, providing grants over £200, co-options, employment issues related to the clerk)."

Note from the Clerk on quorum at council meetings: Local Government Act, 1972, Para 28 (para 12 refers to Parish Councils):

"12. ..., no business shall be transacted at a meeting of a community council at least one third of the whole numbers of the council are present at the meeting; but, notwithstanding anything in that paragraph, in no case shall the quorum be less than three."

Councils Standing Order 42, ie as reproduced:

"42. No business of Full Council shall be transacted at a meeting of the Council unless at least one third of the whole number of the members of the Council are present at the meeting but in no case shall the quorum be less than four. A quorum in relation to meetings of this Council shall therefore be at least four Councillors. Where, however, more than one third of the members of the Council become disqualified at the same time, then, until the number of members in office is increased to not less than two thirds of the whole number of members thereof, the quorum of the Council shall be determined by reference to the number of members of the Council remaining qualified instead of by reference to the whole number of members of the Council. So long as there shall be a quorum present at a meeting, it shall be in order for a decision to be taken on, say, a single voter, if nobody votes against. The fact that other Councillors present maybe unable to vote, on the account of having a personal interest in any particular matter for consideration, shall not affect the situation, the law making no reference to a quorum being calculated by reference only to the number of members entitled to vote.

43. Should a quorum not be present at a meeting of the Council or should the number of members present fall below that of a quorum (four), the business not transacted at the meeting shall be transacted at the next ordinary meeting of the Council or at an extraordinary meeting thereof summoned for the purpose of considering it."

Council's membership, as a whole is, seven to eight members, the quorum reduces to three members by law.

It was resolved to adopt the following suggestion and to amend the Standing Orders.

**Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda.
Council may discuss but may not make a decision (referring to Any Other Business).**

Signed:

27th April, 2017



VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

“Reduction in quorum numbers:

To discuss the reduction in quorum numbers on an ad hoc basis (no more than two times per annum) from 4 to 3 members. To allow council business to progress monthly and avoid the situation we had in 2016 with a number of meetings not being held and the council failing to process on key items because we were non quorate. As a safeguard -it is suggested that these meetings of 3 members would not be able to action those items on prescribed list of items for which a full meeting would be required (e.g. setting the precept, providing grants over £200, co-options, employment issues related to the clerk).”

- 117/17. The press and public be excluded from the meeting for the next item of business on the grounds that it involves the disclosure of information of a confidential nature (employment implications for the Clerk alteration to the day and time and will leave the room).

“Flexibility in meetings.” Suggestions:

Councillor Russell Deacon: “To continue with the status quo but move the meeting time forward to 6 pm. With the exception of where the third Friday directly connects with a holiday/half term etc and then move it to the proceeding Thursday.”

Councillor Maria Hall: “...6.00pm no matter what day.”

Councillor Pam Nelder: 6.00pm Wednesday, Thursday, or Friday.

Councillor Barbara Jones and Fay Gay: Thursday.

Councillor Sheila Newbury, 6.00pm or 6.15 pm on the third Friday of the month.

Clerk is available on the third Friday and fourth Friday of the month, and also Thursday's at 6.00pm to 6.30pm respectively for the start of the meetings. (Van Centre is available on the third Thursday of the month.)

If appropriate, to amend Standing Order number 2 of the Council's Standing Orders.

The Clerk left the room and on his return was advised by the Acting/Interim Chairman, there will be no change and left to the incoming administration after the LG Elections, 4th May, 2017 to consider the matter.

- 118/17. **Good youth and citizens awards (remain as an agenda item).**

No nominations.

- 119/17. **Play Area, Van Terrace.**

Clerk's online inquiries progressing.

- 120/17. **Van Community Centre garden project.**

Progressing.

Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda. Council may discuss but may not make a decision (referring to Any Other Business).

Signed:

27th April, 2017



VAN COMMUNITY COUNCIL MINUTES, 17TH MARCH, 2017

- 121/17. **Easter event and bonnet competition. Free chocolate eggs, small tube of toothpaste and toothbrush for the children of the Community Council area.**

Progress was noted.

- 122/17. **Casual vacancies, Lansbury (2) and Brynau (1).**

It was noted, Clerk has not received any written expressions of interest in cooption.

- 123/17. **LG Elections, May 4th, 2017.**

Clerk, advice from the SLCC Regional Adviser, Wales: help members fill in the basics, for all prospective candidates. Any reference to their involvement with any political party must be their own words. The CLP in Caerphilly should be helping them.

Received expression of interest from Micelle Mackenzie-Jones and Tasha Evans.

- 124/17 **Items for the next agenda.**

No items put forward.

Meeting closed at 8.00pm.

**Clerk's advice: Lingfield Parish Council v Wright (1918), item not on the agenda.
Council may discuss but may not make a decision (referring to Any Other Business).**

Signed:

27th April, 2017

